



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF PLUMBING AND HVACR EXAMINERS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF PLUMBING &amp; HVACR EXAMINERS</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, March 11, 2014 at 8:30 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon
<b>MINUTES APPROVED:</b>	April 8, 2014

**MEMBERS PRESENT**

Dean Sherman, Professional Member, President  
Charles Robbins, Professional Member, Vice President  
Carol Guilbert, Public Member, Secretary  
Frank Beebe, Professional Member  
James Anderson, Public Member  
Harold Caswell, Professional Member  
John Brady, Public Member

**MEMBERS ABSENT**

Gerard Pepeta, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Kevin Maloney, Deputy Attorney General  
Latonya Brown, Administrative Specialist II

**OTHERS PRESENT**

Stephen Crescitelli, Applicant  
David Weaver, State of DE Facilities  
Timothy Mitchell, Applicant  
Chuck Davidson, DPH

**CALL TO ORDER**

Mr. Sherman called the meeting to order at 9:05 am.

**REVIEW OF MINUTES**

A motion was made by Mr. Beebe, seconded by Ms. Guilbert, to approve the February 11, 2014 minutes. The motion carried unanimously.

**UNFINISHED BUSINESS**

Proposal to Deny Hearing-Timothy Mitchell

The Proposal to Deny Hearing for Mr. Mitchell went on record at 9:07 a.m. with introductions of the Board members. Mr. Mitchell was sworn in at 9:09 a.m. Mr. Mitchell presented the Board with documentations including certificates of completions and safety training identification. The Board questioned Mr. Mitchell about his experience under a licensed supervisor for the years 2006 to 2008. The Board took a recess at 9:22 a.m. while Mr. Mitchell gathered additional information. Ms. Brown and Mr. Robbins verified the information that was submitted by Mr. Mitchell. The hearing went off record at 9:35 a.m. for Board deliberations. The hearing resumed at 9:42 a.m. with Mr. Brady making the motion, seconded by Mr. Sherman, to approve Timothy Mitchell to take the Master HVACR By-Pass Exam. The motion carried unanimously.

## **NEW BUSINESS**

### **Review of Examination Applications**

A motion was made by Mr. Brady, seconded by Mr. Beebe, to deny the Master Plumber application of Timothy Houser due to 11 Del.C. §1447A. The motion carried unanimously.

A motion was made by Mr. Brady, seconded by Mr. Beebe, to approve David Weaver to take the Master HVACR Restricted By-Pass Exam. The motion carried unanimously.

A motion was made by Mr. Brady, seconded by Mr. Beebe, to approve Robert Vincent Sherman to take the Master Plumber By-Pass Exam. The motion carried unanimously.

A motion was made by Mr. Brady, seconded by Mr. Beebe, to deny the Master HVACR Restricted application of Stephen Crescitelli. Mr. Crescitelli has failed to provide the Board with 7 years of experience under the direct supervisor of a Master HVACR licensee. The motion carried unanimously.

A motion was made by Mr. Brady, seconded by Mr. Beebe, to approve Thomas Borsello to take the Master Plumber Exam. The motion carried unanimously.

A motion was made by Mr. Brady, seconded by Mr. Beebe, to approve Arthur Stephens to take the Master HVACR Exam. The motion carried unanimously.

A motion was made by Mr. Brady, seconded by Mr. Beebe, to approve William Stephen A. Mills to take the Master HVACR Exam. The motion carried unanimously.

### **Review of Reciprocity Applications**

A motion was made by Mr. Brady, seconded by Ms. Guilbert, to approve the application of Clifton Young for Master Plumber. The motion carried unanimously.

### **Ratification of Applications**

A motion was made by Ms. Guilbert, seconded by Mr. Beebe, to ratify the application of James Haller (Master Plumber). The motion carried unanimously.

### **Examination Passing Results**

Ms. Brown provided the Board with the Prometric results that were forwarded to her minutes before the meeting. The Board reviewed the examination results that showed out of 8 candidates, 5 had passing scores: Benjamin Morales (Master HVACR), William Lee (Master HVACR Restricted), Michael Peranteau (Master HVACR), Carmine Capano (Master Plumber), and Michael Neri (Master Plumber).

### **Complaint Status**

34-06-12 Assigned to Hearing Officer

34-11-12 Referred to AG

34-14-12 Referred to AG

34-15-12	Closed	34-02-13	Closed
34-01-13	Closed	34-03-13	Closed
34-07-13	Open	34-04-13	Open
34-08-13	Referred to AG	34-05-13	Closed
34-03-12	Referred to AG	34-06-13	Closed
34-09-13	Open	34-14-13	Open
34-10-13	Open	34-15-13	Open
34-11-13	Assigned to Board		
34-12-13	Closed		
34-13-13	Open		

### **OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

#### **Discussion of Potential CE Requirements/ Discussion & Update on Continuing Education**

Mr. Maloney stated that he will have the draft regulation for continuing education finish within a few days and forward it to Ms. Brown. Ms. Brown will then forward the draft to the Board members for review.

#### **Discussion of Delaware Code 1831 (a) (b)**

Ms. Brown, Mr. Maloney and the Board will review the regulations of the different states that Delaware reciprocates with, as well as other Boards to give us some guidance on how to continue with Del Code 1831 (a) (b). This information will be presented at the next Board meeting.

#### **Email from Ashland Equipment**

Ms. Brown presented the Board with an email from Bill Bryan of Ashland Equipment Inc. regarding commercial hood systems. Mr. Bryan explained that the company is a food service equipment dealer and would provide and hang the kitchen exhaust hoods as a part of the interior kitchen equipment package. Mr. Bryan also stated that they will not run duct work from the hood to an exhaust vent, where as a mechanical contractor has this scope of work as well as the balancing. His concern is whether or not the state of Delaware requires a commercial hood license to provide and hang the hoods. The Board stated that as long as the company is not making the hood functional or energizing they do not need a commercial hood license.

### **PUBLIC COMMENT**

David Weaver expressed his gratitude to the Board for approving him to take the Master HVACR Restricted By-Pass Exam. Mr. Weaver also mentioned that he found the meeting to be very interesting and informational.

### **NEXT SCHEDULED MEETING**

The next board meeting will be held on April 8, 2014 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

### **ADJOURNMENT**

A motion was made by Mr. Beebe, seconded Ms. Guilbert, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 10:13 am.

Respectfully submitted,



LaTonya Brown  
Administrative Specialist II